

**Minutes of a Regular Meeting of the Heritage Conservancy Board of the Town of Clarkdale,  
Held on July 28, 2004 at 5:15 p.m. in the  
Clarkdale Planning Department Meeting Room, Clarkdale, Arizona.**

A Regular meeting of the Heritage Conservancy Board of the Town of Clarkdale was held on July 28, 2004 at 5:15 p.m. in the Planning Department Meeting Room, 890 Main Street, Clarkdale, Arizona.

**Board Members:**

Vice Chairperson George Benatz  
Linda McDonough  
Jerry Wombacher  
Jesus Valdez  
Drake Meinke

**Staff:** Administrative Assistant Charlotte Hawken

**Others in attendance:** Nancy Smith

**CALL TO ORDER** – Vice-Chairperson Benatz called the meeting to order at 5:25 p.m. and noted that Boardmember Meinke was absent.

**PUBLIC COMMENT** – None.

**CONSIDERATION OF THE MINUTES** - **Consideration of approval of the minutes of the regular meeting held on June 23, 2004.** Boardmember McDonough moved to approve the minutes, Boardmember Valdez seconded and the motion passed unanimously.

**REPORTS**

**STAFF**– Administrative Assistant Hawken reported that town entities could partner with other entities for events and projects.

**Boardmember McDonough**

**Report on the status of items in the museum basement.** Boardmember McDonough reported that a week ago she and John Sherman moved items from the sewer line room in the museum basement to the northwest archive room. They could not get the shelving into the room so they took it apart and rebuilt it to hold newspapers from 1958-1980's. When moving the items she became aware that there are things missing that she understood were stored there by the town crew before construction began. She noted an the missing two missing items were an oak library chair and a wrench that hung on the boiler room (east room in museum basement) wall.

**Report on the status of the Restoration Commission sewing machine.** Boardmember McDonough stated that Tom Menges of the town crew wants to move a large industrial sewing machine out of storage in the coatroom off the lobby of the auditorium and she is researching whether it is the personal property of a Restoration Commission member or if it belongs to the Town. She has checked with Pep Bright, who did not know whom the machine belonged to, and she has been unable to reach Vesta Norcross. She will continue researching.

**Boardmember Valdez**

**Report on the contents and accounting of the Museum scope of work that he requested form the Town Public Works Department.** Boardmember Valdez stated he joined the construction meeting today and asked if everything is being done to enable volunteers to use their enthusiasm to create a museum soon. The projected construction completion date is September 15<sup>th</sup>. The town expects to spend \$25,000 to complete a handicapped restroom and a stairwell.

The contractor stated it would not bother him if volunteers came in to the building to work. Boardmember Valderez stated he will get written permission.

**APPOINTMENT OF CHAIRPERSON.** Without objection Vice-Chairperson Benatz opened the floor for nominations for chairperson. Boardmember McDonough nomination George Benatz, Boardmember Valdez seconded and the motion passed unanimously.

Boardmember Meinke arrived at 6:19 p.m. Without objection Chairperson Benatz opened the meeting to nominations for vice-chairperson. Chairperson Benatz nominated Drake Meinke, Boardmember Valdez seconded and the motion passed unanimously.

**MUSEUM** – Consideration of a joint meeting with the Museum Board to discuss the roles of the two entities at the museum/archives. Discussion included the following issues:

1. The museum construction may not be completed until September 15<sup>th</sup> due to the construction trades working on all three buildings at the same time, but that the contractor has given verbal permission for volunteers to work on the building.
2. The Clarkdale Heritage Center would run the museum and do research.
3. The Heritage Conservancy Board would maintain the archives and provide historic advisory to the Town Council.
4. Chairperson Benatz requested setting a joint meeting on August 11<sup>th</sup> at 6:30 p.m., with a tour of the museum building as the first item.

**ARCHIVES** – Consideration and prioritization of the criteria for archiving/retaining town archive items.

The board agreed to list all the tasks to be done in the museum/archives and find out what is being included in the construction contract, so they know what volunteers could be doing.

**HISTORIC BUILDING ITEMS** – Consideration of purchasing historic building items so they are available when residents in the historic district need to replace something in their homes. The board agreed that most items will come from people wanting to get rid of them for free and that the board could accept and store donations. They also agreed that making town staff aware that the board needs to have first right of refusal of any town property that is being disposed of.

**FUTURE AGENDA ITEMS** –

1. Status of bid and scope of work for the gazebo.
2. New meeting time and day.
3. Chairperson Benatz report on the Gazebo fundraising committee meeting on July 30<sup>th</sup>.
4. Boardmember Valdez' report on the scope of work for the museum.

**ADJOURNMENT** – With no further business before the board, and without objection, the meeting adjourned at 7:05 p.m.

**APPROVED:**

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George Benatz, Chairperson

**SUBMITTED:**

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Charlotte Hawken, Administrative Assistant